

Maryland Energy

ADMINISTRATION

Powering Maryland's Future

EmPOWER Energy Efficiency and Conservation Block Grant (EECBG) Program

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Agenda

- Federal EECBG Program
- Maryland EmPOWER EECBG Program
- Process Overview
- Eligible Projects
- ARRA Requirements
- Next Steps
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What is the Energy Efficiency and Conservation Block Grant program?

- Grant program funded by the U.S. Department of Energy (DOE) through the American Recovery and Reinvestment Act (ARRA)
- Program is designed to help communities design and implement projects to improve energy efficiency and reduce energy use and fossil fuel emissions in communities.
- DOE has allocated EECBG to states, local governments, Indian tribes, and U.S. territories.

EECBG in Maryland



- The State of Maryland is receiving \$52.3 million total:
 - Counties (10 largest)
 - Cities (10 largest)
 - State Energy Office (MEA)
- DOE awards are based on a formulaic basis
 - Population
 - Energy Intensity
- MEA has been awarded \$9.593 million in EECBG funds

EmPOWER EECBG

- MEA is using our \$9.593 million grant to fund the EmPOWER EECBG grant program.
- The EmPOWER EECBG grant program will allow MEA to provide sub-grants to the 160 local governments that are not receiving an EECBG grant directly from DOE.
- Sub-grants range in size from \$5,000 to \$438,000, based on population.

EmPOWER EECBG



- EmPOWER EECBG funds can be used to install an energy efficiency and/or renewable energy project on a facility owned or operated by the local government receiving the sub-grant.

Process Overview

- Step 1: Sign a grant agreement with MEA.
 - Grant agreements were sent out the week of February 8th.
 - If you did not receive a grant agreement, MEA has most likely not received contact information from you.
- Step 2: Work with MEA to select an energy project that complies with the ARRA requirements.
 - Individual grant projects will be approved by MEA using *Attachment E: EmPOWER EECBG Project Approval Form*.
 - Projects can not begin until MEA has approved your project using *Attachment E: EmPOWER EECBG Project Approval Form*!
- Step 3: Execute the project.
- Step 4: Reporting and invoicing.

Selecting a Project

- **Requirement 1:** Your EmPOWER EECBG project must conserve energy or generate energy.
 - Energy Efficiency
 - Renewable Energy
- DOE has created a list of projects eligible for funding under this program.



Eligible Projects

- Energy efficiency retrofits:
 - efficient lighting and/or heating, venting, and air conditioning (HVAC)
 - weather sealing and insulation
 - installation of ENERGY STAR appliances
 - replacement of windows and doors.
- Replacement of traffic signals and street lighting with energy efficient technologies.
- Renewables on government owned facilities:
 - Solar Electricity/Photovoltaic - appropriately-sized system on existing rooftops or a <60 KW system installed on the ground within the boundaries of an existing facility.
 - Wind Turbine - 20 KW or smaller.
 - Solar Thermal - system must be 20 KW or smaller.
 - Solar Thermal Hot Water - such as appropriately sized for small buildings.
 - Ground Source Heat Pump - 5.5-ton capacity or smaller, horizontal/vertical, ground, closed-loop system.

* The complete list of eligible projects is located on *Attachment A: Detailed Project Requirements* of the grant agreement.

Selecting a Project (continued)

- MEA is hiring a technical assistance contractor to assist each EmPOWER EECBG grant recipient in the selection of their EmPOWER EECBG project(s).
 - Help select the most beneficial project for the local government.
 - Location (town hall, county office building, waste water treatment plant)
 - Technology (lighting upgrade, solar panels, HVAC upgrade)
 - Help calculate the anticipated energy savings associated with the selected project(s).
 - Help ensure the selected project complies with the ARRA requirements.

Selecting a Project (continued)

- **Requirement 2:** Your EmPOWER EECBG project must comply with the requirements of ARRA.
 - ARRA funding comes from the U.S. federal government therefore these projects must comply with federal funding requirements.

ARRA Requirements

- Restriction of Funds- Funding can not be used on gambling establishments, aquariums, zoos, golf courses, or swimming pools.
- Segregation of Costs- ARRA funds must be tracked separately from other funds.
- Buy American- All iron, steel, and manufactured goods must be produced in the United States.
- Davis-Bacon- All contractors employed must follow Davis-Bacon Act requirements.
 - Prevailing wage rates
 - Weekly certified payrolls

ARRA Requirements (continued)

- National Environmental Policy Act (NEPA)- Requires all projects to be reviewed for potential environmental impacts.
 - Projects on the “Eligible Projects” slide have already received NEPA review.
 - *Attachment A: Detailed Project Requirements*
 - Each EECBG project must have a waste management plan.
 - *Attachment B: Part 1- Waste Material Estimating Worksheet*
 - *Attachment B: Part 2- Waste Material Disposition Worksheet*
- Historic Preservation- All projects must be reviewed by the Maryland Department of Planning, the State Historic Preservation Office (SHPO), to ensure that ARRA funded projects will not have an “adverse effect” on historic properties.
 - *Attachment C: Project Review Form*

ARRA Requirements (continued)

- Reporting and Registration Requirements
 - Each grant recipient must be registered in the Dun and Bradstreet Data Universal Numbering System (DUNS) (www.dnb.com)
 - Grant recipients will need to submit reports to MEA on a monthly basis (Attachment F: EmPOWER EECBG Monthly Report)
 - Dollars spent
 - Energy savings or generation
 - Jobs information (hours worked, jobs created, etc.)
- Other requirements are outlined in *Attachment D- ARRA Addendum*.

Next Steps

Grant Recipient

- Submit your DUNS number to MEA (if you have not already done so)
- Read, sign, and return the EmPOWER EECBG grant agreement to MEA
- Start thinking about the facilities owned or operated by your local government that could benefit from this program.
- Start thinking about the specific projects that could be potentially be installed in your facility.

Next Steps

MEA

- Submit the DUNS numbers for all grant recipients to DOE.
- Finalize the process that will be used to approve specific grant projects.
 - Verifying anticipated energy savings.
 - Confirming compliance with NEPA, National Historical Preservation Act, etc.
- Once grant agreements are signed, MEA (or MEA's technical assistance contractor) will begin contacting grant recipients to begin developing projects.

Forms- Attachment B: Waste Management Plan

● Part 1- Waste Material Estimating Worksheet

Instructions:

- 1) For each waste material, provide an estimate of the total amount of waste (in pounds) that will be generated through your Maryland EECBG project.
- 2) Additional waste streams can be added using the blank spaces in the column entitled waste material.
- 3) Fluorescent light bulbs and PCB-containing lighting ballasts must be recycled- neither of these waste streams should be sent to a landfill (see notes 1 and 2 below).
- 4) Lead paint and asbestos abatement/removal must be handled by a contractor certified by the Maryland Department of the Environment (MDE). The certified contractor will recommend the required disposal procedures on a case by case basis (see notes 3 and 4 below).
- 5) If you have any questions about how to disposition a particular waste material, please contact your MEA project manager before proceeding.

Waste material	Total Amount Generated (lbs)	Amount Diverted from Landfill by Reuse, Salvage, or Recycle (lbs)	Amount Sent to Landfill (lbs)	Percent Diverted from Landfill (%)
Metal				
Wood				
Roofing Material				
Appliances				
Glass				
Fluorescent Light Bulbs ¹			0	100%
PCB-containing Lighting Ballasts ²			0	100%
Lead Paint ³				
Asbestos ⁴				
General Construction Waste				

Forms- Attachment B: Waste Management Plan

● Part 2- Waste Material Disposition Worksheet

Instructions:

- 1) Using Attachment A, list each waste material requiring disposal as a result of your Maryland EECBG project.
- 2) For each waste material, indicate how the waste material was disposed (i.e. recycled, landfill), the name of the recycling facility/landfill, and the address of the recycling facility/landfill.
- 3) If you have any questions about the correct procedures for recycling and/or disposing of a particular waste stream, please contact your MEA project manager before proceeding.

Waste Material	Disposition Method	Recycling Facility/Landfill Name	Recycling Facility/Landfill Address

- This information must be submitted for invoices to be paid.

Forms- Attachment C: Maryland Department of Planning Project Review Form

● Historic Preservation

http://mht.maryland.gov/documents/PDF/ComplianceForms_Projectreview.pdf

MDP **PROJECT REVIEW FORM** **MHT USE ONLY**
Request for Comments from the Maryland Historical Trust/
MDSHPO on State and Federal Undertakings Date Received: Log Number:

Submit hard copy of form and all attachments to:
Beth Cole, MHT, 100 Community Place, Crownsville, MD 21032 **Print Form**

Section A: General Project Information
Project Name: County:
☐ This is a new submittal **OR** This is additional information related Project Log Number:

Section B: Primary Contact Information
Contact Name: Company/Agency:
Mailing Address:
City: State: Maryland Zip:
Email: Phone Number: Ext.:

Section C: Description of Undertaking
Location - Attach a map, preferably a section of a USGS quad, showing the location and boundaries of the project
Address: City/Vicinity:
List all federal and state agencies / programs (funding, permits, licenses) involved in this project (e.g. Bond Bill Loan of 2009, Chapter #; Transportation Enhancement Grant; HUD/CDBG; MDE/CDE permit; etc.).

Agency Type	Agency/Program/Permit Name	Project/Permit/Tracking Number (if applicable)

Proposed Work - Attach project description, scope of work, site plans / drawings
This project includes (check all applicable): ☐ New Construction ☐ Demolition ☐ Remodeling/Rehabilitation
This project involves: ☐ State or Federal Rehabilitation Tax Credits
☐ Properties subject to an easement held by MHT, MET, or another entity

Section D: Identification of Historic Properties
This project involves: ☐ Properties designated as historic by a local government, listed in the National Register, or included in Maryland Inventory of Historic Properties
Property/District Name:
The subject property ☐ has ☐ has not been the subject of previous archeological, architectural, or historical investigations.
Please describe:

Attachments ☐ Map ☐ Project Description/Scope of Work ☐ Site Plans/Drawings
☐ Photographs - Attach prints or digital photographs showing the project site including images of all buildings and structures, preferably keyed to a site plan
☐ Conditions - Attach a brief description of past and present conditions of the project area (wooded, mined, developed, agricultural uses, etc) including construction dates of buildings, if known.

MHT Determination MHT Reviewer: Date:
☐ There are **NO HISTORIC PROPERTIES** in the area of potential effect ☐ The project will have **NO ADVERSE EFFECT WITH CONDITIONS**
☐ The project will have **NO EFFECT** on historic properties ☐ **MHT REQUESTS ADDITIONAL INFORMATION**
☐ The project will have **NO ADVERSE EFFECT** on historic properties ☐ The project will have **ADVERSE EFFECTS** on historic properties

Forms- Attachment E: EmPOWER EECBG Project Approval Form

- This form will be filled out by MEA and/or MEA's technical assistance contractor.
 - Energy savings
 - Compliance with ARRA requirements
- Projects can not be started until you receive an approval form from MEA!

ATTACHMENT E	
MARYLAND ENERGY ADMINISTRATION EMPOWER ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT CLEAN ENERGY COMMUNITIES PROGRAM	
EmPOWER EECBG Project Approval Form	
The _____ has been approved to commence with the EmPOWER EECBG Clean Energy Communities project described in the Scope of Work below. The project has been determined to comply with the following requirements of the EmPOWER EECBG Clean Energy Communities program:	
<ul style="list-style-type: none">○ Review by MEA and/or MEA's Technical Assistance Contractor to confirm that the proposed project is eligible to receive EmPOWER EECBG funds.○ Review by MEA and/or MEA's Technical Assistance Contractor to verify that the project will reduce energy consumption and/or generate clean energy.○ Review and determination by the Maryland Historical Trust (Trust) that the proposed project will have "no adverse effect" on any historic property.○ Submission of Part 1 of Attachment B: <i>Maryland EECBG Waste Management Plan</i> to MEA, describing the anticipated waste materials generated through the proposed project.	
SCOPE OF WORK	
REQUIRED ARRA REPORTING METRICS (as indicated below)	
<input type="checkbox"/>	Jobs (in FTE)
<input type="checkbox"/>	Energy cost savings (\$)
<input type="checkbox"/>	Renewable Energy Capacity and Generation
<input type="checkbox"/>	Energy Savings (by fuel type)
<input type="checkbox"/>	Emissions reductions
<input type="checkbox"/>	Number of buildings retrofitted
<input type="checkbox"/>	Number of streetlights retrofitted
<input type="checkbox"/>	Number of traffic lights retrofitted
Approved by: _____ Date: _____	
Jenn Klima Gallicchio Community Program Manager Maryland Energy Administration	

Forms- Attachment F: EmPOWER EECBG Monthly Report

- This form will need to be submitted monthly by grant recipient.
 - Dollars spent
 - Energy savings
 - Job creation
 - Progress report

ATTACHMENT F	
EmPOWER EECBG Monthly Report	
<p>Instructions: Please complete and forward the EmPOWER EECBG Monthly Report to MEA by the 5th day of the month following the prior month's reporting period.</p> <p>Example: Submit the monthly report to MEA by October 5, 2010 for the September 2010 reporting period.</p>	
1. Local Government Name and Address:	2. Name/ Title/Phone Number of Report Submitter:
3. Congressional District:	
4. Address of Project (if different than the address shown above)	
5. Reporting Period Month: _____ Year: _____ Is this the final EmPOWER EECBG monthly report? <input type="checkbox"/> Yes <input type="checkbox"/> No	
6. MEA Grant Number:	7. Local Government Invoice Number (if invoices are being submitted to MEA for payment):
8. Federal Tax Identification Number:	
9. Expenditures Please indicate the amount of EmPOWER EECBG grant funds spent during a) the reporting period and b) over the course of the project to date.	
a. \$ Spent during Reporting Period	
b. Total Project Expenditures (\$)	

Paid Internship Funds

What is a paid internship?

- Hiring agreement between the Department of Human Resources (DHR) and an employer for reimbursement of wages paid to an employee (i.e. paid intern) for up to six months.
- Paid internships offer an hourly wage of at least \$10, benefits and a career ladder.
- Paid interns receive the same wage as employees in a comparable position.
- Upon satisfactory completion of the paid internship, paid interns are hired as unsubsidized employees.

Paid Internship Funds

Are there eligibility restrictions?

- All employers, whether non-profit, for-profit or public, are eligible.
- Employers in any industry sector that can offer an hourly wage of at least \$10, benefits and a career ladder, are eligible.
- Employees must fall into one of the MD RISE target groups.

Paid Internship Funds

Prospective employers provide:

- an approximate number of paid internships to be offered
- a job profile, including skill requirements, job duties, training content, if any, and hourly wage
- work location(s)

DHR provides:

- customers for interview
- reimbursement of wages paid during the internship

For more information on Maryland RISE,
please contact:

Scott Adams

410 767 3964

sadams6@dhr.state.md.us



Q & A

- MEA is going to summarize the frequently asked questions related to EmPOWER EECBG and post them on the MEA website at <http://www.energy.state.md.us/EECBG.asp>.